



# Lancaster Rotary Club Grant Application

## General Information

Lancaster Rotary Club Charities, Inc., is offering the opportunity for local non-profit organizations to apply for monies to fund specific projects that benefit our communities in Northern NH and VT. We will consider proposals from organizations recognized as tax-exempt by the IRS.

## Evaluation Criteria

We welcome any proposal that aims to improve our communities in some tangible way. Special consideration will be given to proposals that help our communities in a manner that aligns with one or more of the Rotary International Areas of Focus. These include:

- Promoting peace
- Fighting disease
- Providing clean water
- Saving mothers and children
- Supporting education
- Growing local economies
- Protecting the environment

You can learn more about Rotary International's goals at <https://my.rotary.org/en/learning-reference/about-rotary/our-priorities>

## Important Dates

Please submit your application by May 17, 2024. We will evaluate the applications and make an announcement of the recipients in June 2024.

# Basic Applicant Information

Organization Name: \_\_\_\_\_

Employer Identification Number (EIN): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Web Address \_\_\_\_\_

Primary Contact(s) \_\_\_\_\_

Other Contact Information \_\_\_\_\_

What is the mission of your organization?

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Date of Application: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Total Project Costs: \_\_\_\_\_

Grant Amount Requested: \_\_\_\_\_

## Grant Conditions

- Lancaster Rotary may promote your project for publicity purposes.
- Any funds that are awarded will be paid upfront. We will request a final accounting of your project, and if significant project funds are not spent when the project is completed, unspent funds will be returned to Lancaster Rotary.

- When your project is completed, Lancaster Rotary will expect you to join one of our meetings to present the details of what you've accomplished.
- Grant monies can be used in conjunction with other funding sources, but this grant application does not require matching funds from any other organization.

## Grant Application Questions

1. **Project Goals:** Describe what you seek to accomplish with your initiative, including what local needs would be addressed should your project come to fruition. How does this relate to the Rotary International Areas of Focus?
2. **Implementation Plan:** Describe in detail your plan to implement this project. Please include a timeline with an estimated beginning and ending date.
3. **Evaluation Plan:** Describe in detail specifically how you would evaluate if your Project Goals were met or not.
4. **Financial Plan & Project Budget:** Detail in an itemized manner the expected total expenses for your project. If any income is expected, detail that as well. Also show your expected funding sources and what percentage, if any, you anticipate will be from grant funds or other sources, and detail exactly what these other sources of funds are.
5. **Sustainability:** Describe how activities related to your initiative will continue beyond the proposed funding period.
6. **Collaborating Organizations:** If applicable, list other organizations working with you on this initiative.
7. **990:** Please submit your organization's most recent 990 or internal financial statements.
8. **Submission Instructions:** When the grant application package is complete, email a single PDF file to [lancaster.rotary.grants@gmail.com](mailto:lancaster.rotary.grants@gmail.com) Please include any letters of support in your single PDF file application.
9. **Note:** Please be aware that any information you submit on this application may be shared with members of the Lancaster Rotary Club.

Thank you! We look forward to reviewing your submission.